

MAKHADO MUNICIPALITY
QUOTE NO. MAK48/2016/2017
SUPPLY AND DELIVERY OF PHOTOCOPIER PRINTER MACHINES

All interested service providers are hereby invited to submit written quotations for the **Supply and Delivery of photocopier printer machines**

SPECIFICATIONS

1 X MULTIFUNCTION PRINTER (COPY, PRINT AND SCAN)

- Colour Laserjet Print and Copy
- 18ppm - Copy (Mono/Colour)
- 18ppm – Print (Mono/Colour)
- Flatbed and ADF –Scan
- 50 Sheet Document feeder
- 150 Sheet input paper tray
- PC Connection –USB , Lan, Wifi
- Scan, Copy and Print
- 1 year Warranty
- All Toners must be included
- LaserJet Pro M277dw (B3Q11A)

Requirements

- **Valid Original Tax Clearance Certificate**
- **Copy of company registration certificate**
- **Certified copy/copies of company owner(s) ID Books**
- **BBBEE certificate**
- **CSD summary report**
- **Proof of payment of municipal bills, accounts and Service or statement/ Lease agreement / Letter from Traditional Authority**

Quotations must be as follows:

1. Be signed by an authorized person of the supplier
2. Be on an original letter head of the company/enterprise
3. Be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. Be accompanied by an original valid SARS Tax Clearance Certificate.
6. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website www.makhado.gov.za.

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number **“MAK48/2016/2017”** & description’ **SUPPLY AND DELIVERY OF PHOTOCOPIER AND PRINTER AND PRINTER MACHINE “** and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 30 SEPTEMBER 2016**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council's Supply Chain Management Policy and 80/20 points scoring will be used. Preference points will be allocated according to BBBEE rating.

Please Note:

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **MS GABULA Z** at contact number: **015 519 3178** during office hours.
3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
4. All Service Provider doing business with Makhado municipality are required to register on the CSD (**Central Supplier Database**)
5. Admin enquiries can be directed to **Ms Ntsieni TP, Ms Sibisi SIN** or **Mr Ramabulana M** at **015 519 3129/3179/3024**

Civic Centre
83 Krogh Street
LOUIS TRICHARDT
0920

Notice no: 163/2016
File no: 8/3/2/1

IP MUTSHINYALI
MUNICIPAL MANAGER